

OLVESTON PARISH HALL EQUALITY AND DIVERSITY POLICY

INTRODUCTION AND AIMS OF THE POLICY

Oveston Parish Hall Management Committee recognises and values people's differences and will assist them to use their talents to reach their full potential.

This policy is designed to ensure that Oveston Parish Hall complies with its obligations under equality legislation and demonstrates our commitment to treating people equally and fairly.

Oveston Parish Hall Management Committee is unreservedly opposed to any form of discrimination on the grounds of age, disability, gender reassignment, marriage or civil partnership, pregnancy and maternity, race, religion or belief, sex and sexual orientation (defined as Protected Characteristics).

Using fair and objective practices, the organisation aims to ensure that

- All employees and potential employees are treated fairly and with respect at all stages of their employment.
- All volunteers and service users have the right to be free from harassment and bullying of any description, or any other form of unwanted behaviour. Such behaviour may come from other employees, volunteers and service users of Oveston Parish Hall.
- All volunteers and service users have an equal chance to contribute to the success of the organisation and access facilities.
- All volunteers and service users have the right to be free from discrimination because they associate with another person who possesses a Protected Characteristic or because others perceive that they have a particular Protected Characteristic, even if they do not.

SCOPE OF THE POLICY

The policy applies to members of the committee, volunteers, service users and employees.

The policy applies to all stages of employment including recruitment and selection, promotion and training.

RESPONSIBILITIES

It is the responsibility of all committee members to develop and lead the implementation of the equality and diversity policy.

Responsibility for approving the policy and monitoring that it is being followed rests with the management committee.

Employees and volunteers (including trustees) of Oveston Parish Hall have a duty to act within this policy, ensure it is followed and to draw attention to any suspected discriminatory acts or practices.

IMPLEMENTATION OF THE POLICY

All staff, committee members and volunteers will be involved in creating an equality environment and one that values diversity.

Communications

Communication of the policy to volunteers, employees and service users through the hall website.

Users of our service

We will make our services accessible by advertising them on our website, through leaflets and other advertising.

In carrying out the policy, the organisation will carry out the following actions: (insert actions)

REPORTING DISCRIMINATION / POTENTIAL DISCRIMINATION

Employees, service users or volunteers who feel that they have suffered any form of discrimination should raise the issue to a member of the management committee.

Employees/volunteers/service users should also use this approach if they feel that they been the subject of harassment from someone who is not an employee of Olveston Parish Hall. Olveston Parish Hall Management Committee will not tolerate any harassment from third parties towards its employees/volunteers/service users and will take appropriate action to prevent it happening again.

If an employee/volunteer/service user witnesses behaviour that they find offensive in relation to age, marriage or civil partnership, pregnancy and maternity, disability, gender reassignment, race, religion or belief, sex and sexual orientation, even if it is not directed at them they should also use this procedure.

MONITORING AND REVIEW

This policy will be monitored to judge to what extent it is working and identify areas for improvement.

This policy will be reviewed every two years by the management committee to ensure that it remains up to date and reflects the needs and practices of the organisation.

The policy may also be reviewed if legislation changes or if monitoring information suggests that policy or practices should be altered